

REQUEST FOR PE RE-EXAM

Alabama State Board of Licensure for
Professional Engineers and Land Surveyors
PO Box 304451
Montgomery, AL 36130-4451 **(Mailing Address)**
www.bels.alabama.gov (overnight address on website)

Board Use Only

Rec'd: _____

Receipt No. _____

**\$300 exam fee made payable to PE & LS Fund must be received by:
Jan. 15 for the April exam or July 1 for the October exam
Exam fee is non-refundable and non-transferable**

I signed up for the PE exam given on _____ and did not take/make a passing grade.

I wish to be notified of the PE exam on _____ **(exam dates on website)**

If you are taking the 16 hour Structural exam, indicate which part(s) you are taking Vertical Forces on Friday and/or Lateral Forces on Saturday _____ (the exam fee is \$300 per part)

Print name and current mailing address:

Name _____ Date: _____

Street _____

City _____ State _____ ZIP _____

Daytime Number _____ Current Company Name _____

Email Address _____ (required)

IMPORTANT: The exam registration process has changed

There are 2 steps in the exam registration process. **Step 1** - To start the exam registration process, you must send this exam request form and exam fee to the Board Office by the deadline listed above. **Step 2** - After your exam fee has been received and processed, you will receive an email confirmation that the fee has been received and the instructions for continuing the exam registration process with NCEES. No additional fee will be required. You will reserve your seat, select your exam discipline and location when you register with NCEES.

If you do not provide an email address, the notification with the instructions will be mailed to you.

If you do not complete the final step of the registration process with NCEES, you will not be able to sit for the exam even though you have paid the exam fee.